

PARKEsburg BOROugh COUNCIL
MINUTES OF THE WORK SESSION
Thursday, May 1, 2025
7:00 p.m.

The meeting was called to Order by Council President Todd Brade at 7:19 p.m.

Roll call was held. Council Members present were Council President Todd Brade, Council Vice-President Sharon Wolf, Council Member David Mellema, Council Member Monique Baylor, Council Member Rhett Lipscomb, Council Member Mark Agen, and Council Member Nick Ohar. Also present were Mayor John P. Hagan, II, Chief of Police Ryan Murtagh, Borough Solicitor John Carnes, Borough Manager Rochelle Gresh, and Public Works Supervisor Todd Witmer.

An executive session was held from 6:45 -7:19 pm to discuss personnel. No decisions were made.

APPROVAL OF THE AGENDA:

A MOTION to approve the agenda was made by Baylor and seconded by Lipscomb. All in favor.

APPROVAL OF MINUTES:

A MOTION to approve minutes from the April 3, 2025, Work Session was made by Lipscomb and seconded by Wolf. All in favor.

PRESENTATIONS: Andrew Tuleya from ARRO Consulting Inc. held a very lengthy discussion with council members regarding an update to the stream restoration project at Minch Park. Borough Solicitor Carnes received the deed to review and stated there were no conflict or issues. Crystal Springs/ Meadowview was investigated as a possible MS4 project and earn credits. It was determined that the conservation area is a healthy flood plain and no modifications were needed. Borough Manager Gresh stated there was an audit with the PA DEP on Thursday. ARRO is assisting the borough manager with applying for a grant for the stream restoration project. Mr. Tuleya stated that the borough was looking for other municipal partners for the pollution reduction plan and the entire TMDL requirement would be satisfied with the Minch Park project. The design fees, which include the survey, design, and bidding process, are estimated to be \$78,000 and the construction between \$250,000 - \$300,000. The borough is pursuing a grant through ECON to cover the cost of the entire project.

PUBLIC COMMENTS: None

Public Works Report: No Report

COMMITTEE REPORTS:

Borough Services- Committee Chair Sharon Wolf stated the Civil Service testing concluded and made a recommendation for two full-time hires. In addition, there is the expectation of additional full-time hire in consideration of department needs (pending resignation, retirement, and medical leave). There are part-time candidates pending. New body-worn and in-car cameras installation and upcoming department training scheduled. There was discussion regarding immediate decommission of the police department's 2016 Chevrolet Tahoe. April 28th appraisal of \$10,000 will be reduced by 50% in 2026, which is the scheduled year of decommission. Police Chief Murtagh mentioned factors also considered are anticipated vehicle

price increases, expected Co-stars reductions, and a dwindling 2025 vehicle stock. Fulton financing recommended 5.21% with payments deferred until May/June 2026.

A MOTION to proceed with swearing in two candidates for the police department was made by Mellema and seconded by Baylor. All in favor.

Vice President Wolf informed council members that the Public Works department hired a temporary part-time employee as a CDL driver to cover for an employee going out on medical leave this month.

Property- No report

Parks & Recreation- President Brade informed council members of the “Battle of the Boroughs”, which is a food drive partnering with Christiana and Atglen Borough. This is a friendly competition of collecting food donations for the Octorara Area Food Cupboard from May 19 – June 20, 2025. Each borough will have its own collection sites. President Brade mentioned the 4th Annual Container Workshop will be held on May 17th. Parks and Rec Commission budget item of \$500 will be going to North Park for 2025.

Human Resources- No report

Budget & Finance- Committee Chair Mark Agen stated that the committee is still working on audits. Borough Manager Gresh informed council members that she met with the auditor and accounting firm this week and the accounting agency should have all the information the auditor needs to work on completing the 2023 audit.

Fire/EMS – Committee Chair Nick Ohar questioned if an Ordinance was passed regarding the nuisance false alarms. Borough Solicitor Carnes stated Ordinance 559 was passed on June 5, 2023.

Community / North Park- A lengthy discussion was held regarding North Park and the blocks being used for the garden beds. Committee Chair Rhett Lipscomb stated she researched the difference between concrete and cinder blocks. She stated that concrete blocks do not need to be sealed whereas cinder do. Lipscomb requested funds for mushroom soil and mulch.

BUSINESS ITEMS:

A MOTION to move forward with Stream Restoration as presented was made by Mellema and seconded by Ohar. All in favor.

A MOTION to apply for the WRPP grant for stream restoration was made by Mellema and seconded by Baylor. All in favor.

A MOTION to approve Resolution 2025-25 for Civil Service Commission members Joe Reali for a term ending December 31, 2025, Dennis Young term ending December 31, 2027, and Paul Rick for a term ending December 31, 2029, was made by Mellema and seconded by Agen. All in favor.

President Brade addressed the issue of receiving council packets in a timelier manner. Brade stated reports need to be sent to the borough secretary by the Friday before the next scheduled council meeting.

Police fleet review: The police fleet review was addressed in the Borough Services report.

A MOTION to purchase a 2025 Chevrolet Tahoe was made by Baylor and seconded by Mellema. All in favor.

Council Member Lipscomb left the meeting at 8pm.

A MOTION to move forward with the police contract was made by Baylor and seconded by Ohar. Ayes- 6

A MOTION to approve two full-time officers was made by Mellema and seconded by Baylor. All in favor.

A motion to increase the salary of the borough manager for handling treasurer duties was tabled.

Memorial Day parade: A very lengthy discussion was held regarding the Memorial Day parade. Council members questioned imposing fees for the parade. Borough Solicitor Carnes stated there was a Resolution for Special Events that mentioned community events, such as a parade, having waived fees.

A MOTION that no fees be assessed if the Resolution does not mention community events sponsored by the borough was made by Mellema and seconded by Ohar. Ayes- 5 Nay – 1

Borough Solicitor Carnes is going to review and prepare a Resolution regarding Special Event permits for parades.

North Park Garden Supplies:

A MOTION to move forward with purchasing supplies for North Park was made by Ohar and seconded by Baylor. Ayes -2 Naves -4

Council Member Mellema stated that he would help at North Park with pulling up the blocks and sealing them.

Public Comments - None

Council Comments: Council Member Baylor requested looking into a grant for a sound system and microphones for Borough Hall. Mayor Hagan proposed to council members selling property owned by the borough. Council Member Ohar wanted to discuss an issue with a Use and Occupancy permit. A lengthy discussion was held. Borough Solicitor Carnes informed Ohar that the property had a safety issue that was life threatening.

Adjournment:

A MOTION to adjourn was made by Baylor and seconded by Ohar. All in favor. Motion passed.
Meeting adjourned at 9:16pm.

Respectfully Submitted,

Wanda Harner
Borough Secretary

2025 Work Session Schedule

(1st Thursday of each month)

Next work session meeting: June 5, 2025